



(This is a draft syllabus and a final version will be shared with the registered students before the start of the semester)

**MGMT 502 Foundation in Management (Online)
Fall 2017-18**

Course website- Canvas link

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Office Hours- By appointment via Canvas email

**Contact
information**

Contact- Email me using Canvas Inbox only as I do not use outlook. All communication responses will be within 24 hours, though my personal goal is to respond much faster.

Textbook

**Management by Robbins Coulter 13th ed. Prentice Hall
MyManagementLab Stand Alone Access Code (w/eText)
ISBN: 9780133935738**

Course duration

Online August 30th through September 29th 2017

Course Description

This course serves as an introduction to the discipline of management. As a 1-credit foundation course, the goal is to develop your academic skills as well as content-specific knowledge, and thus, prepare you for the core curriculum as well as courses related to concentration of your choice. It is designed to integrate the accepted theories of management with real world applications to provide you with the working knowledge and skills needed for managing others. We will be using the university's online learning platform, Canvas, for this class. The course material is arranged in modules by week, with two topics assigned, one related to the functions of management (e.g., planning, organizing, leading, and controlling) and the one related to the context in which organizations are embedded (e.g., global workplace, ethical concerns). Each week (beginning on Monday and ending on Sunday midnight), students will (a) read and understand the assigned chapters; (b) take online quizzes; (c) submit responses to the video case study and/or simulation; (d)

select current event articles from the following periodicals: Business Week, Forbes, Fortune, The New York Times, The Wall Street Journal and The Financial Times and post a current event report on the discussion page; (e) provide responses to at least 1 other student's news item.

Course Learning Outcomes

Students who successfully complete this course should be able to:

1. Understand and apply the major principles of management theory and practice.
2. Recognize the nature and importance of organizational structure and culture.
3. Recognize how managers achieve results by effectively undertaking the four functions of management- planning, organizing, leading and controlling.
4. Understand the opportunities and challenges in the workplace context characterized by diversity, globalization, concern for social responsibility and managerial ethics, and, last but not the least, technological advances.
5. Enhance student ability to learn using non-traditional methods of pedagogy such as online discussion forums.

Readiness Quizzes	30% of the grade
Current News Reports	40% of the grade
Video and Simulation exercises	30% of the grade

The final grade cutoff points are based on the following scale:

Percentage	Letter Grade
100% to 96%	A
95% to 91%	A-
90% to 86%	B+
85% to 81%	B
80% to 76%	B-
75% to 71%	C+
70% to 66%	C
65% to 61%	C-
60% and below	F

Class policies

Disability Statement: Any student with a documented disability needing academic adjustments or accommodations is asked to speak with me during the first two weeks of class. All discussions will remain confidential. Students requesting academic accommodations must first register with Disability Support Services in Lewis Hall, Room 132. The office may be reached by calling 708-524-6822. Please let me know if there are things I can do to make your learning experience more productive.

Academic Integrity: Students are expected to maintain the highest standards of academic integrity. Behavior that violates these standards is not acceptable. Examples are the use of unauthorized material, attempting to benefit from the work

of another student and similar behavior defeats the intent of any assignment. Behaviors such as cheating on exams, plagiarism, improper acknowledgement of sources in essays, and the use of a single essay or paper in more than one course without permission are considered serious offences and will result in an “F” grade for the assignment or exam and has the potential to result in both a failing grade for the course and automatic expulsion from the class. Please refer to “Definitions of Plagiarism, Cheating and Academic Dishonesty” and “Sanctions for Violations of Academic Integrity” found in the *Brennan School of Business Bulletin*.

Attendance is required. We have two mandatory class sessions. No make-up opportunity will be provided without written documented evidence that excuses absence.

Deadlines: No late or make-up work is allowed without prior proper documentation (i.e., physician’s note, police report, etc.).

Class communication. All communication (emails, announcements etc.) will be done through Canvas ONLY. All the course material will be available on Canvas. It is student’s responsibility to check the website for important information and announcements on a daily basis.

Changes to Syllabus: I may modify the syllabus as we learn together what works well for this class. Such changes will be discussed during class meetings. You are responsible for ensuring that your material is current.
